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other libraries do we take prompt pains to return exactly in condition with the lines--

Mr HILL: Yes.

Mr ANDREWS: I fear not. And I think it is for us to be careful before our own skirts are cleared in this matter.

Mr BOWERMAN: I wish Miss Lord could also have taken into account the element of the qualitative value of circulation, making comparisons between a closed and an open shelf library, as to the percentage of fiction. In 1904 in the Washington public library the only thing on open shelves was fiction. The percentage of fiction was 84 for the reason that people could not get at anything but fiction. In their despair, after waiting a long time to get any other kind of a book, they would take a book of fiction and go away with it. Consequently the fiction circulation was high. In the first two years after we began to put some of the classed books on open shelves the circulation increased to 155,000; 55,000 only of that increase was fiction; 100,000 of it was non-fiction. The library was not made entirely open shelf; but one class after another was placed on open shelves and after four years of having something besides fiction on open shelves, the percent of fiction circulated has fallen from 84 to 65.

The PRESIDENT: Mr Willcox in what he has said intimated that the library at Los Angeles was about to follow the lead of the Denver library and close its shelves. Can't we hear from Mr Lummis?

Mr LUMMIS: Mr Chairman. The Los Angeles public library is going to make as good a compromise as it can, but it is going to close its shelves as much as it must. When I went in there I found that the inventory, that useful tool which Mr Willcox mentioned, was not very seriously taken and we were all equally surprised to find that our actual losses amounted to over 4,000 books a year. Those were largely the less valuable books. In our reference department we lose very little—an average of perhaps 20 a year, but there we suffer frightful mutilation. Some of our most valuable art books have been depleted of their plates; books of five or ten

volumes have been destroyed as to their value as a set. The heaviest losses come in the general literature room where they average about 1600 a year; the next in the juvenile, the next in the fiction, where they average about 1450 a year. The juvenile and fiction are now on closed shelves; the general literature is closed, that is, nominally. We have a cord strung along, head high, and nice signs stating that "An attendant will bring you what you wish." In new quarters, to which I shall move in August, I hope, I am going to have a stack room and every book will be on the stack except books that are either too heavy to be carried off, or that can be trusted in place and accessible, because they are right under the eye of an attendant. In the general literature room I shall let the people look at the books but not reach them. There will be a desk running along 30 inches from the shelf, which will contain about 16,000 volumes, and there they can look at the beautiful books and get all that education and still can't tuck the books under their coat; an attendant will hand them out promptly. They won't have to wait long, and they can educate their minds by seeing the titles, but we are going on the general principle of protecting that property, on the principle that the library is business and no business can suffer loss amounting to nearly 20% per annum.

The PRESIDENT: I am sorry that this very interesting discussion must be brought to a close, but we have no more time for anything else in this line, especially because we have something not on the program, that I am sure will be interesting to you. At the Portland conference we had a representative from the Public Library in Honolulu. Now we are going still farther across the Pacific; we have with us to-day the librarian of the American Library, Manila, P. I., and I am going to ask Miss SYRENA McKEE to speak to us of

#### THE AMERICAN CIRCULATING LIBRARY OF MANILA

No doubt many attending these meetings remember the urgent plea for books "for

the soldiers in the Philippines" that was sent over the country in the years immediately following the Spanish-American war. This request was answered most bountifully by the good people of America, who seized with avidity the opportunity to kill the proverbial two birds, by culling out from their library shelves all the old text books, gift books, and once popular novels, inscribing on the fly-leaves thereof "For the soldiers in Manila," and sending them to some collection center, whence they were transmitted by an indulgent government to its defenders in the far-away Islands.

Among the books thus sent were many discarded by libraries—the Baltimore mercantile library seemingly having been the most generous in this respect; book agents' prospectuses; arithmetics galore; and a large number of state and government documents.

Soon the books arrived in such quantities that distributing them became too great a task for those engaged in the work, and the happy thought of establishing a library emanating from some source, was immediately acted upon, and the American circulating library of Manila sprang into existence. It had to be made a subscription library in order to be self maintaining—the sum of five pesos or \$2.50 being charged for a yearly subscription, and 50 centavos or 25 cents for a monthly subscription. These prices hold at the present time—the subscriber having the privilege of taking out two books at one time on a yearly card. Fines are charged at the rate of five centavos per day, and extra books may be taken by a subscriber on the payment of ten centavos for each volume so taken. For every centavo received, a receipt in triplicate is made, the receipt being a slip of paper six by three inches, and the copies are reproduced by carbon impression. Mrs. Nelly Young Egbert, the wife of general Egbert who was killed in the Filipino insurrection, was made librarian at an early stage of the library's progress, and is still serving in that capacity. To her, great credit is due for her untiring efforts and unflinching interest.

Soon after the establishment of the library some memorial features were added. The Daughters of the Revolution of the state of Ohio gave a number of books as a memorial to the soldiers killed in the Philippines. I believe these books were bought with the proceeds of the sale of an elaborate bookplate, designed especially for the purpose, a copy of which is attached to each book added to the Ohio collection. Other memorials are the Egbert and Lisicum, both of which are marked with bookplates—the Greenleaf, California, Montana, Virginia, Guy Howard, Miley, and Kentucky, making in all ten separate memorial collections besides the main library.

In 1901 the library was turned over to the civil government of the Philippine Islands under a special act, with the proviso that the name remain unchanged and the memorial features be perpetually maintained. At this time, the control of the library was given to a Board of five trustees chosen as follows:

One to be an army officer, one, a naval officer, two to be representative Filipino citizens, and one, an American citizen residing in Manila. Later on, this Board was abolished and the library made a Division under the Bureau of Education. The Philippines commission passed an act—No. 1492—granting permission for the purchase of books and periodicals for the library directly from the dealers. In every other division and bureau under government control, all purchases must be made through the Bureau of supplies.

Books and periodicals are purchased out of the money taken in at the desk from the sale of tickets, fines, etc. This amounts to over \$1,200 a year. Salaries and all other expenses of the library are paid out of government funds.

In 1904 the library had grown so unwieldy it was found necessary to have it cataloged, and a cable was sent to the Bureau of insular affairs to that effect. A civil service examination had just been advertised for the purpose of appointing a librarian for the War college at Fort Leavenworth, and General Edwards decided to choose the cataloger for the Man-

ila library from among the contestants in that examination. I was one of those who took the examination, and after all the other contestants had presumably scorned the Philippine offer, I gratefully accepted it, which answers the question I am often asked of how I happened to go out there.

At the present time the library consists of nearly 16,000 volumes on the shelves, and more than 11,000 volumes in the store room. These store room books are, thousands of them, duplicates many times over of the books upon the shelves, and other thousands are old text-books of no apparent value to any one. However, they cannot be disposed of until condemned by a government inspector. The best books in the store room are utilized in traveling libraries sent out by the librarian to isolated army posts and hospitals. She also distributes large quantities of newspapers and magazines among the regiments stationed in the Islands.

There are four American, one Spanish and five Filipino employees of the American library. The hours are from eight a. m. to ten p. m., no one person being required to work over seven hours daily. The library is located at the present time in the Education building inside the old walled city of Manila. It is closed on Sundays and legal holidays, of which there are eleven in the Philippine year. The circulation averages about 1600 volumes per month, and the number of active subscribers about 650 per month. The proportion of children taking books is very small—due probably to the subscription barrier. The charging system in use is the Newark system put in when the library was reorganized and moved into the Education building. The mechanical work is done entirely by Filipino boys who also do typewriting and keep the magazine records. These boys learn quickly and do faithfully the work required of them, part of which is a continual wiping of the books during the rainy season in order to keep them free from mould. The books are varnished with a preparation which to a certain degree prevents mould and the ravages of the pestilential cockroach, but

during the heavy rains it becomes necessary to continue the wiping process. Another menace to the books is the white ant—the most destructive insect in the Orient—which will eat its way through galvanized iron, and constant watching is required to prevent its inroads. A generous use of petroleum on the floors is necessary as an insect preventive, but this heroic treatment is rather detrimental to the skirts and shoes of library workers as well as visitors.

A Spanish section has recently been added to the library, but as these books have not as yet been accessioned, I am unable to state the number of them. They are under the care of the Spanish assistant, and some of them are quite rare and valuable, while many of them relate to the Philippines either historically or descriptively.

A special collection of Philippiniana is being made of which the Blair and Robertson set was the nucleus. There are a few French, German and other foreign books in the library and these collections will be added to in time.

The library has only one publication to its account as yet—a list of books contained in the library to January 1st, 1907. This list was compiled by the librarian for the purpose of supplying the Bureau of audits with an official list of the books in the library, and it is sold for seventy centavos per copy.

The patrons of the library are Americans for the most part, many of them being soldiers. There are also Spaniards, Filipinos, Chinese, and East Indians among the borrowers. Books are loaned for a period of two weeks and may be renewed for two weeks. Patrons, living in the Provinces, or going there temporarily, may keep books one month with privilege of renewing for two weeks. Provincial subscribers pay postage both ways on books sent them, and must make a deposit of two pesos to cover fines, etc.

As in many other libraries, serious losses have been met with. Books have disappeared bodily or in sections. In one instance all the illustrations were removed

from a handsome set of art books, while whole articles have been cut out of encyclopedias or text books, and a magazine is rarely left uninjured.

The American library is by no means the only one in Manila. The Bureau of science has a library of some 10,000 volumes which holds an enviable place among scientific collections. Miss Mary Polk is the librarian. The Executive bureau also maintains a library chiefly of public documents both government and state. The Bureau of public works has a fine technical library. There is a military library at the Headquarters at Fort Santiago, and many of the clubs—men's clubs I mean, such as the Elks, University, Columbia, Army and Navy, Y. M. C. A., etc.—have small circulating libraries for the use of members. Many of the schools have made money enough from entertainments given to purchase a few hundred books for a library. Nearly all of these small collections are classified under the Dewey system (as is the American library) many hours of my time having been given to instructing their keepers in the rudiments of the work. Nearly all of the convents and monasteries have Spanish libraries, some of them being very large and valuable. Because I happen to be a woman, I was only allowed to enter one of these libraries—the one at the Jesuit convent—where I was most courteously shown about.

The PRESIDENT: I want to say how much we are indebted to Miss McKee for this paper, and that it has been entirely prepared in the last two or three days, at the request of the Chair, Miss McKee not having expected to take part in the program, until she came to the conference.

The next thing is the report of the Council and the Executive board. (See p. 406)

Following the report of the Executive board the Secretary read the draft of the new constitution as adopted by the Council and by that body recommended to the general Association for approval in accordance with the provision of Section

26 of the present Constitution. Whereupon

Mr ANDREWS: Mr President, in order to bring it before the Association, I move that the Association accept the recommendations of the Council and adopt the amendments, instructing the Executive board to present them in final perfected form at least one month before the next conference.

Mr THWAITES: I second the motion.

The PRESIDENT: All those present understand of course that the approval of this constitution at this conference does not constitute its adoption but simply ensures that we shall have a year's time to think over the matter before rejecting or finally adopting it at the next conference. Is there any discussion? If not I will put the question. All those in favor of the approval of this constitution and requesting the Executive board to put it in final form and present it at least one month before the next conference for final action will signify it by saying aye; opposed, no.

Unanimously adopted.

The PRESIDENT: The next business before the Association is the report of the Committee on Resolutions, Mr Little.

Mr LITTLE: The Committee on Resolutions recommend the adoption of the following minute: "At the conclusion of its Thirtieth annual conference, the American Library Association desires to record its lasting appreciation of the lavish hospitality shown by the Twin Cities, and to express its sincere gratitude to all whose efforts have conspired to make the meeting at Lake Minnetonka one of the most delightful of a long series. It tenders hearty thanks to its official hosts, the libraries and municipalities of Minneapolis and St. Paul, and to Mayors Haynes and Lawler, Messrs Walker and Young who voiced their welcome; to Rev. M. D. Shutter of the Church of the Redeemer, Minneapolis, Minn., for his scholarly address delivered at our public meeting; to Hon. T. B. Walker for the invitation to view the choice collection of paintings in